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ASCENSION PARISH LIBRARY DONALDSONVILLE, LOUISIANA

ANNUAL FINANCIAL REPORT

DECEMBER 31, 2001

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 5/102

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HUGH F. BAXLEY, CPA
A Professional Accounting Corporation

Hugh F. Baxley, CPA/PFS/CVA Margaret A. Pritchard, CPA Terrell D. Martin, CPA

Board of Directors Ascension Parish Library

INDEPENDENT AUDITORS' REPORT

We have audited the accompanying general purpose financial statements of the Ascension Parish Library, a component unit of the Ascension Parish Council, as of and for the year ended December 31, 2001 as listed in the table of contents. These general purpose financial statements are the responsibility of Ascension Parish Library management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to in the first paragraph present fairly, in all material respects, the financial position of the Ascension Parish Library, as of December 31, 2001 and the results of that fund's operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The financial information for the preceding year which is included for comparative purposes was taken from the financial report for the year in which we expressed an unqualified opinion on the company unit general purpose financial statements of the Ascension Parish Library.

Plaquemine, Louisiana

February 15, 2002



HUGH F. BAXLEY, CPA
A Professional Accounting Corporation

Hugh F. Baxley, CPA/PFS/CVA Margaret A. Pritchard, CPA Terrell D. Martin, CPA

REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Directors
Ascension Parish Library

We have audited the general purpose financial statements of the Ascension Parish Library, a component unit of Ascension Parish Council as of and for the year ended December 31, 2001, and have issued our report thereon February 15, 2002. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Ascension Parish Library's general purpose financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Ascension Parish Library's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is intended for the information and use of the Legislative Auditors, management and others within the organization, Parish Council, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified

parties.

/Plaquemihe, Louisiana

February 15, 2002

COMPONENT UNIT FINANCIAL STATEMENTS
(COMBINED STATEMENTS - OVERVIEW)

ASCENSION PARISH LIBRARY
COMBINED BALANCE SHEET—ALL FUND TYPES AND ACCOUNT GROUPS
DECEMBER 31, 2001
WITH COMPARATIVE TOTALS FOR DECEMBER 31, 2000

| | | Capital | Accoun | Account Groups | Totals | als |
|---|-------------|------------------|-------------------------|----------------------------|-------------------------------|-------------------|
| | General | Projects Fund | General Fixed Assets | General Long- Term Debt | (Memorandum Only) 2001 200 | dum Only) 2000 |
| ASSETS | | | | • | | |
| Cash and investments, at cost Receivables (net of allowances | \$691,615 | • | | • | \$691,615 | \$849,166 |
| for uncollectibles): | | | | | | |
| Ad valorem taxes | 2,940,835 | • | • | • | 2,940,835 | 1,584,276 |
| State revenue sharing (net) | 286,470 | • | | 1 | 286,470 | 197,296 |
| Prepaids | 17,263 | • | • | 1 | 17,263 | 16,194 |
| Land, buildings, equipment, books, etc. | • | • | 8,735,390 | • | 8,735,390 | 8,390,583 |
| Amount to be provided for retirement of general long-term debt | | • | 1 | 53,592 | 53,592 | 47,199 |
| TOTAL ASSETS | \$3,936,183 | | \$8,735,390 | \$53,592 | \$12,725,165 | \$11,084,714 |
| LIABILITIES AND FUND EQUITY Liabilities | | | | | | |
| Accounts payable | \$22,335 | • | • | • | \$22,335 | \$19,770 |
| Contributions to retirement system | 95,907 | 1 | i | • | 95,907 | 52,814 |
| Accumulated leave privileges | ı | • | • | 53,592 | 53,592 | 47,199 |
| Payroff taxes payable | 525 | • | • | - | 525 | 9,048 |
| Total Liabilities | 118,767 | • | • | 53,592 | 172,359 | 128,831 |
| Fund Equity | | | | | | |
| Investment in general fixed assets (Note 2) Fund balances: | • | | 8,735,390 | • | 8,735,390 | 8,390,583 |
| Unreservedundesigned | 3,817,416 | • | | | 3,817,416 | 2,565,300 |
| Total Fund Equity | 3,817,416 | • | 8,735,390 | | 12,552,806 | 10,955,883 |
| TOTAL LIABILITIES AND FUND EQUITY | \$3,936,183 | • | \$8,735,390 | \$53,592 | \$12,725,165 | \$11,084,714 |

The accompanying notes are an integral part of this statement.

ASCENSION PARISH LIBRARY COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES-ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2001 WITH COMPARATIVE TOTALS FOR DECEMBER 31, 2000

| | | Capital | Tota | ls |
|--|--------------------|---|-------------|-------------|
| | General | Projects | (Memorand | |
| DEMENUIES | <u>Fund</u> | Fund | 2001 | 2000 |
| REVENUES | 40.00 5.000 | | | **** |
| Taxesad valorem | \$2,985,909 | - | \$2,985,909 | \$1,624,237 |
| Federal grant | - | - | - | - |
| Intergovernmental revenues: | 000.400 | | | |
| State Revenue Sharing | 290,133 | - | 290,133 | 200,955 |
| State-aid libraries | 24,689 | - | 24,689 | 24,417 |
| Fees and charges for Library services | 16,459 | - | 16,459 | 16,546 |
| Fines and forfeitures (Library) | 22,813 | - | 22,813 | 22,298 |
| Use of money and property | 30,461 | 473 | 30,934 | 64,962 |
| Contributions | 20,043 | - | 20,043 | 20,188 |
| Other revenues | | | - | 635 |
| TOTAL REVENUES | 3,390,507 | 473 | 3,390,980 | 1,974,238 |
| EXPENDITURES | | | | |
| Culture and recreationLibraries: | | | | |
| Library administration | 1,128,347 | • | 1,128,347 | 1,071,298 |
| Operating services | 337,359 | - | 337,359 | 264,534 |
| Travel | 9,810 | - | 9,810 | 9,418 |
| Capital outlay | 474,143 | | 474,143 | 350,539 |
| Library materials and supplies | 53,841 | - | 53,841 | 49,938 |
| Intergovernmental | 135,364 | _ | 135,364 | 93,887 |
| TOTAL EXPENDITURES | 2,138,864 | | 2,138,864 | 1,839,614 |
| EXCESS (DEFICIENCY) OF | | | | |
| REVENUES OVER EXPENDITURES | 1,251,643 | 473 | 1,252,116 | 134,624 |
| OTHER FINANCING SOURCES | | | | |
| Operating transfers in (out) | 140,662 | (140,662) | <u>-</u> | • |
| NET OTHER FINANCING SOURCES | 140,662 | (140,662) | - | P- |
| EXCESS (DEFICIENCY) OF REVENUES | | | | |
| AND OTHER FINANCING RESOURCES OVER EXPENDITURES | 1,392,305 | (140,189) | 1,252,116 | 134,624 |
| FUND BALANCE, Beginning | 2,425,111 | 140,189 | 2,565,300 | 2,430,676 |
| FUND BALANCE, Ending | <u>\$3,817,416</u> | • · · · · · · · · · · · · · · · · · · · | \$3,817,416 | \$2,565,300 |

The accompanying notes are an integral part of this statement.

ASCENSION PARISH LIBRARY COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES—BUDGET (GAAP BASIS) AND ACTUALGENERAL FUND TYPE FOR THE YEAR ENDED DECEMBER 31, 2001

| | | General Fund | • | Tota | Total (Memorandum Only) | Only) |
|---|-------------|---|--|-------------|-------------------------|--|
| | Budget | Actual | Variance Favorable (Unfavorable) | Budget | Actual | Variance Favorable (Unfavorable) |
| REVENUES | | | | | | |
| Taxes—ad valorem | \$1,624,233 | \$2,985,909 | \$1,361,676 | \$1,624,233 | \$2,985,909 | \$1,361,676 |
| Intergovernmental revenues: | | | | | | |
| State Revenue Shanng | 200,000 | 290,133 | 90,133 | 200,000 | 290,133 | 90,133 |
| State-aid libraries | 24,417 | 24,689 | 272 | 24,417 | 24,689 | 272 |
| Fees and charges for Library services | 16,000 | 16,459 | 459 | 16,000 | 16,459 | 459 |
| Fines and forfeitures (Library) | 18,500 | 22,813 | 4.313 | 18,500 | 22.813 | 4.313 |
| Use of money and property | 35,000 | 30,461 | (4.539) | 35,000 | 30,461 | (4.539) |
| Contributions | 20,000 | 20,043 | 43 | 20,000 | 20,043 | 43 |
| TOTAL REVENUES | 1,938,150 | 3,390,507 | 1,452,357 | 1,938,150 | 3,390,507 | 1,452,357 |
| EXPENDITURES | | | | | | |
| Culture and recreation—Libraries: | 4 000 | 1 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 | | | | |
| Library administration | 7,260,987 | 1,128,347 | 132,640 | 1,260,987 | 1,128,347 | 132,640 |
| Operating services | 407,800 | 337,359 | 70,441 | 407,800 | 8 | 70,441 |
| Travel | 16,000 | 9,810 | 6,190 | 16,000 | 9,810 | 6,190 |
| Capital outlay | 498,500 | 474,143 | 24,357 | 498,500 | 474,143 | 24,357 |
| Library materials and supplies | 69,750 | 53,841 | 15,909 | 69,750 | 53,841 | 15,909 |
| Intergovernmental | 97,000 | 135,364 | (38,364) | 000,76 | 135,364 | (38,364) |
| TOTAL EXPENDITURES | 2,350,037 | 2,138,864 | 211,173 | 2,350,037 | 2,138,864 | 211,173 |
| EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES | (411,887) | 1,251,643 | 1,663,530 | (411,887) | 1,251,643 | 1,663,530 |
| Ordersting transfers in | | 140 662 | 440 663 | | 7.00 | |
| TOTAL OTHER FINANCING SOURCES | | 140,662 | 140,662 | | 140,662 | 140,662 |
| | | | | | , | |
| OVER EXPENDITURES | (411,88/) | 1,392,305 | 1,804,192 | (411,887) | 1,392,305 | 1,804,192 |
| FUND BALANCE, Beginning | | 2,425,111 | 2,425,111 | | 2,425,111 | 2,425,111 |
| FUND BALANCE, Ending | (\$411,887) | \$3,817,416 | \$4,229,303 | (\$411,887) | \$3,817,416 | \$4,229,303 |
| | | | | | | |

The accompanying notes are an integral part of this statement.

ASCENSION PARISH LIBRARY NOTES TO FINANCIAL STATEMENTS DECEMBER 31, 2001

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Ascension Parish Library was established by the parish governing authority, under the provisions of Louisiana Revised Statute 25:211. The library provides citizens of the parish access to library materials, books, magazines, records and films. The library is governed by a board of control which is appointed by the parish council in accordance with the provisions of Louisiana Revised Statute 25:214. The members of the board of control serve without pay.

In April of 1984, the Financial Accounting Foundation established the Governmental Accounting Standards Board (GASB) to promulgate generally accepted accounting principles and reporting standards with respect to activities and transactions of state and local governmental entities. In November of 1984, the GASB issued a codification of governmental accounting and financial reporting standards. This codification is recognized as generally accepted accounting principles for state and local governments.

In conformance with GASB Codification Section 2100, the parish library is a component unit of the Ascension Parish Council, the governing body of the parish and the governmental body with oversight responsibility. The accompanying financial statements present information only on the funds maintained by the parish library and do not present information on the Parish Council, and the general government services provided by that governmental unit, and other governmental units that comprise the governmental reporting entity.

A. Fund Accounting

The accounts of the library are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. Revenues are accounted for in these individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The funds presented in the financial statements are described as follows:

General Fund

The General Fund is the general operating fund of the library. It is used to account for all financial resources except those required to be accounted for in other funds.

Capital Projects Fund

The Capital Projects Fund is used to account for financial resources dedicated to the acquisition or construction of major capital facilities or other capital expenditures.

ASCENSION PARISH LIBRARY NOTES TO FINANCIAL STATEMENTS

B. Property and Equipment and Long-Term Liabilities

The fixed assets used in the Governmental Fund Type operations of the library are accounted for in the General Fixed Assets Account Group, rather than in governmental funds. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost or estimated historical cost if historical cost is not available.

There are no capitalizable interest costs.

The account group is not a "fund". It is concerned only with the measurement of financial position and is not involved with measurement of results of operations.

The long-term debt of the library is accounted for in the General Long-Term Debt Account Group of the Ascension Parish Library.

C. Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The records of the library have been maintained on a cash basis of accounting; however, the funds as reported in the accompanying financial statements have been converted to a modified accrual basis of accounting utilizing the following practices:

Revenues

Ad valorem taxes and the related State Revenue Sharing (which is based on population and homesteads in the parish) are recorded in the year the taxes are assessed. Ad valorem taxes are assessed on a calendar year basis, become due on November 15 of each year and become delinquent on December 31. The taxes are generally collected in December of the current year and January and February of the ensuing year.

Interest income on investments is recorded when the investments have matured and the income is earned.

Substantially all other revenues are recorded when received.

Expenditures

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

ASCENSION PARISH LIBRARY NOTES TO FINANCIAL STATEMENTS

D. <u>Budgetary Practices</u>

Annually the Ascension Parish Library adopts a budget on the modified accrual basis of accounting for the General Fund. The budgetary practices include public notice of the proposed budgets, public inspection of the proposed budgets, and public hearings on the budgets. All budgetary appropriations lapse at the end of the fiscal year. The level at which expenditures may not legally exceed appropriations is 5% of budgeted expenditures.

E. <u>Investments</u>

Investments are stated at cost or amortized cost, which approximates market. These investments are time deposits and treasury bills which are fully secured through the pledge of bank-owned securities, federal deposit insurance, or by the federal government.

F. <u>Vacation and Sick Leave</u>

Full-time employees of the library earn vacation leave after one year of service at varying rates depending on type of position. Vacation leave can be accumulated up to one and one-half of the amount earned in one year. Employees who resign are paid for unused vacation leave, provided adequate notice of resignation is given. Sick leave is granted full-time employees at the rate of twelve days each year. Sick leave can be accumulated up to thirty-six days. Upon termination of employment, unused sick leave lapses.

The following reflects change in accumulated sick and annual leave:

General Long-Term Debt Group

| Balance at 12-31-00 | \$47,199 |
|---------------------|----------|
| Increase in leave | 6,393 |
| Balance at 12-31-01 | \$53,592 |

G. Total Columns on Statements--Overview

The total columns on the statements - overview are captioned Memorandum Only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position or results of operations, in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

ASCENSION PARISH LIBRARY NOTES TO FINANCIAL STATEMENTS

NOTE 2: CHANGES IN GENERAL FIXED ASSETS

A summary of changes in general fixed assets follows:

| | Balance December 31, | • | | Balance December 31, |
|-----------------------------------|-------------------------|-----------|-----------|-------------------------|
| | | Additions | Deletions | 2001 |
| Land | \$224,386 | _ | - | \$224,386 |
| Buildings | 3,534,083 | - | - | 3,534,083 |
| Improvements other than buildings | 191,348 | • | - | 191,348 |
| Equipment and furniture | 1,321,979 | 131,471 | • | 1,453,450 |
| Automobile | 32,805 | • | - | 32,805 |
| Library books | 2,930,069 | 313,774 | 125,910 | 3,117,933 |
| Prints, films, and recordings | 155,913 | 28,892 | 3,420 | 181,385 |
| TOTAL | \$8,390,583 | \$474,137 | \$129,330 | \$8,735,390 |

NOTE 3: LEVIED TAXES

The following is a summary of levied ad valorem taxes:

| | Deceml | ber 31, |
|---|--------|---------|
| | 2001 | 2000 |
| Levied Millage (Parishwide Maintenance Tax) | 6.8 | 4.22 |

NOTE 4: CASH AND INVESTMENTS

The Ascension Parish Library deposits at year end were covered by federal depository insurance, collateral held by the library's custodial bank in the library's name, or by the backing of the U.S. federal government. The library's balance per bank (unreconciled) at December 31, 2001 was \$812,560. The total market value of securities pledged at the bank at December 31, 2001 was \$2,264,043.

FINANCIAL STATEMENTS OF INDIVIDUAL FUNDS AND ACCOUNT GROUPS

GENERAL FUND

ASCENSION PARISH LIBRARY GENERAL FUND COMPARATIVE BALANCE SHEET DECEMBER 31, 2001 AND DECEMBER 31, 2000

| | 2001 | 2000 |
|--|-------------|-------------|
| ASSETS | | |
| Cash and investments, at cost Receivables (net of allowances for uncollectibles): | \$691,615 | \$708,977 |
| Ad valorem taxes | 2,940,835 | 1,584,276 |
| State revenue sharing (net) | 286,470 | 197,296 |
| Prepaids | 17,263 | 16,194 |
| TOTAL ASSET'S | \$3,936,183 | \$2,506,743 |
| LIABILITIES AND FUND EQUITY | | |
| LIADILITIES AND LOUIS EQUIT | | |
| Liabilities | | |
| Accounts payable | \$22,335 | \$19,770 |
| Contributions to retirement system | 95,907 | 52,814 |
| Payroli taxes payable | 525 | 9,048 |
| Total Liabilities | 118,767 | 81,632 |
| Fund Equity | | |
| Unreservedundesignated | 3,817,416 | 2,425,111 |
| Total Fund Equity | 3,817,416 | 2,425,111 |
| TOTAL LIABILITIES AND FUND EQUITY | \$3,936,183 | \$2,506,743 |

The accompanying notes are an integral part of this schedule.

ASCENSION PARISH LIBRARY GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE--BUDGET (GAAP BASIS) AND ACTUAL FOR THE YEAR ENDED DECEMBER 31, 2001

WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED DECEMBER 31, 2000

| | D | ecember 31, 200 | 1 | December 31, 2000 |
|---|--------------|-----------------|--|-------------------|
| | Budget | Actual | Variance Favorable (Unfavorable) | Actual |
| REVENUES | | - | | <u></u> |
| Ad valorem taxes | \$1,624,233 | \$2,985,909 | \$1,361,676 | \$1,624,237 |
| State Revenue Sharing | 200,000 | 290,133 | 90,133 | 200,955 |
| State-aid libraries | 24,417 | 24,689 | 272 | 24,417 |
| Fees and charges for Library services | 16,000 | 16,459 | 459 | 16,546 |
| Fines, forfeitures, and lost books | 18,500 | 22,813 | 4,313 | 22,298 |
| Use of money and property | 35,000 | 30,461 | (4,539) | 59,402 |
| Contributions | 20,000 | 20,043 | 43 | 20,188 |
| Other revenues | - | | <u>-</u> | 350 |
| TOTAL REVENUES | 1,938,150 | 3,390,507 | 1,452,357 | 1,968,393 |
| EXPENDITURES | | | | |
| Library Administration | | | | |
| Director's salary | 56,487 | 56,487 | - | 53,797 |
| Professional salaries | 327,000 | 277,893 | 49,107 | 284,333 |
| Regular salaries and wages | 604,000 | 576,774 | 27,226 | 533,188 |
| Student salaries | 21,000 | 14,146 | 6,854 | 6,718 |
| Temporary salaries | 6,000 | 1,588 | 4,412 | • |
| Custodial salaries | 5,000 | 4,081 | 919 | 9,184 |
| FICA or supplemental retirement | 77,000 | 70,644 | 6,356 | 67,218 |
| Retirement contributions | 32,000 | 22,728 | 9,272 | 20,223 |
| Life/Health insurance | 130,000 | 102,688 | 27,312 | 96,019 |
| Workman's Compensation and Unemployment | 2,500 | 1,318 | 1,182 | 618 |
| | 1,260,987 | 1,128,347 | 132,640 | 1,071,298 |
| Operating Services | | | | |
| Membership dues | 2,800 | 2,871 | (71) | 592 |
| Printing stationery and forms | 2,400 | 1,601 | 799 | 1,193 |
| Book printing and binding | 1,800 | 1,236 | 564 | 799 |
| Utilities | 66,400 | 68,663 | (2,263) | 66,249 |
| Postage and box rent | 15,000 | 9,852 | 5,148 | 12,095 |
| Telephone | 10,000 | 5,757 | 4,243 | 5,580 |
| Other(ill/lending charges) | 300 | 265 | 35 | 164 |
| OtherGrounds | 32,000 | 32,711 | (711) | 25,611 |
| Equipment rental | 2,000 | 627 | 1,373 | 456 |
| Book rental | 16,000 | 15,536 | 464 | 14,728 |
| (continued) | | | | |

ASCENSION PARISH LIBRARY

GENERAL FUND STATEMENT OF REVENUES, EXPENDITURES, AND

CHANGES IN FUND BALANCE-BUDGET (GAAP BASIS) AND ACTUAL FOR THE YEAR ENDED DECEMBER 31, 2001

WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED DECEMBER 31, 2000

| | | December 31, 20 | 01 | December 31, 2000 |
|--|-------------|-----------------|--|-------------------|
| | Budget | Actual | Variance Favorable (Unfavorable) | Actual |
| Operating Services (continued) | | | | |
| Grounds maintenance | 12,000 | 8,061 | 3,939 | 3,470 |
| Advertising | 1,500 | 946 | 554 | 35 |
| Telecommunication | 2,000 | - | 2,000 | - |
| Buildings maintenance | 8,000 | 7,220 | 780 | 2,258 |
| Autos and trucks maintenance | 2,500 | 239 | 2,261 | 892 |
| Plumbing and heating maintenance | 35,000 | 17,724 | 17,276 | 11,968 |
| Pest control | 1,800 | 1,417 | 383 | 1,470 |
| Laundry and sanitation | 600 | 630 | (30) | 500 |
| Janitorial | 28,100 | 21,874 | 6,226 | 8,589 |
| Maintenance furniture and equipment | 70,200 | 53,586 | 16,614 | 36,515 |
| Miscellaneous | | 1,448 | (1,448) | + |
| Accounting and auditing fees | 6,500 | 5,300 | 1,200 | 5,300 |
| Subscription charge | 22,000 | 18,222 | 3,778 | 11,045 |
| Miscellaneous professional service | 31,000 | 26,741 | 4,259 | 22,611 |
| Fire and casualty insurance | 25,800 | 24,611 | 1,189 | 23,019 |
| Fidelity bonds | 300 | 127 | 173 | 152 |
| Auto insurance | 3,800 | 2,825 | 976 | 2,877 |
| Employee liability insurance | 5,000 | 4,729 | 271 | 4,016 |
| Miscellaneous insurance | 3,000 | 2,540 | 460 | 2,350 |
| | 407,800 | 337,359 | 70,441 | 264,534 |
| Travel | 16,000 | 9,810 | 6,190 | 9,418 |
| Capital Outlay | | | | |
| Education/Cultural/Recreation equipment | 11,000 | 9,775 | 1,225 | 2,839 |
| Buildings/Grounds/General equipment | 5,000 | 3,290 | 1,710 | 356 |
| Office furniture, fixtures and equipment | 8,000 | 562 | 7,438 | 1,741 |
| Automated and online | 30,000 | 19,735 | 10,265 | 10,661 |
| Books | 275,000 | 290,752 | (15,752) | 284,969 |
| Periodicals | 22,000 | 23,022 | (1,022) | 21,364 |
| Audio and video recordings and film | 28,000 | 26,143 | 1,857 | 22,320 |
| Audio visuals and communications | 8,000 | 3,183 | 4,817 | 462 |
| Major repairs | 105,500 | 96,988 | 8,512 | - |
| Miscellaneous | 6,000 | 693 | 5,307_ | 5,827 |
| | 498,500 | 474,143 | 24,357 | 350,539 |
| (continued) | | | | |

ASCENSION PARISH LIBRARY

GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE-BUDGET (GAAP BASIS) AND ACTUAL FOR THE YEAR ENDED DECEMBER 31, 2001

WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED DECEMBER 31, 2000

| | | December 31, 20 | 01 | December 31, 2000 |
|---|---------------------------------------|-----------------|--|-------------------|
| | Budget | Actual | Variance Favorable (Unfavorable) | Actual |
| Library Materials and Supplies | | | | |
| Library | 16,000 | 17,711 | (1,711) | 8,575 |
| Office supplies | 11,000 | 12,063 | (1,063) | 9,125 |
| Other | 250 | <u>-</u> | 250 | 118 |
| Operating supplies | 8,000 | 1,793 | 6,207 | 5,124 |
| Building and grounds supplies | 14,000 | 11,604 | 2,396 | 9,185 |
| Vehicle supplies | 2,500 | 2,074 | 426 | 2,355 |
| Library promotions | 18,000 | 8,596 | 9,404 | 15,456 |
| | 69,750 | 53,841 | 15,909 | 49,938 |
| Intergovernmental | | | | |
| Contributions to retirement system | 55,000 | 95,907 | (40,907) | 52,814 |
| Miscellaneous | 28,000 | 27,106 | 894 | 40,129 |
| Intergovernmental service charge | 14,000 | 12,351 | 1,649 | 944 |
| | 97,000 | 135,364 | (38,364) | 93,887 |
| TOTAL EXPENDITURES | 2,350,037 | 2,138,864 | 211,173 | 1,839,614 |
| EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER SOURCES | (411,887) | 1,251,643 | 1,663,530 | 128,779 |
| | | | · · · · · · · · · · · · · · · · · · · | |
| OTHER FINANCING SOURCES (USES) | | | | |
| Operating transfers in | · · · · · · · · · · · · · · · · · · · | 140,662 | 140,662 | <u> </u> |
| TOTAL FINANCING SOURCES (USES) | #I | 140,662 | 140,662 | - |
| EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER | | | | |
| EXPENDITURES AND OTHER USES | (411,887) | 1,392,305 | 1,804,192 | 128,779 |
| FUND BALANCE, Beginning | <u> </u> | 2,425,111 | 2,425,111 | 2,296,332 |
| FUND BALANCE, Ending | (\$411,887) | \$3,817,416 | \$4,229,303 | \$2,425,111 |

The accompanying notes are an integral part of this schedule.

CAPITAL PROJECTS FUND

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ASCENSION PARISH LIBRARY CAPITAL PROJECTS FUND COMPARATIVE BALANCE SHEET DECEMBER 31, 2001 AND DECEMBER 31, 2000

| | | 2001 | 2000 |
|---------------------------------|-------------------|-------------|--------------|
| ASSETS | | | • |
| Cash and investments, at cost | | | \$140,189 |
| | TOTAL ASSETS | | \$140,189 |
| | | | |
| LIABILITIES AND FUND EQUIT | Υ | | |
| Liabilities Accounts payable | | - | - |
| | Total Liabilities | | <u>-</u> |
| Fund Equity | | | |
| Unreservedundesignated | | =+ | 140,189 |
| | Total Fund Equity | <u></u> | 140,189 |
| TOTAL LIABILITIES AI | ND FUND EQUITY | | \$140,189 |

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The accompanying notes are an integral part of this schedule.

ASCENSION PARISH LIBRARY CAPITAL PROJECTS FUND

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE--BUDGET (GAAP BASIS) AND ACTUAL FOR THE YEAR ENDED DECEMBER 31, 2001 WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED DECEMBER 31, 2000

| | December 31, 2001 | | | December 31, 2000 |
|---|-------------------|-----------|--|----------------------|
| | Budget | Actual | Variance Favorable (Unfavorable) | Actual |
| REVENUES | | | | |
| Uses of money and property Miscellaneous | <u>-</u> | \$473 | \$473 | \$5,560 285 |
| TOTAL REVENUES | | \$473 | \$473 | \$5,845 |
| EXPENDITURES | - | | <u> </u> | - |
| EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES | - | 473 | 473 | 5,845 |
| OTHER FINANCING SOURCES (USES) | | | | |
| Operating transfers in (out) | | (140,662) | (140,662) | - |
| TOTAL OTHER FINANCING SOURCES (USES) | - | (140,662) | (140,662) | - |
| EXCESS (DEFICIENCY) OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES | - | (140,189) | (\$140,189) | 5,845 |
| FUND BALANCE, Beginning | | 140,189 | 140,189 | 134,344 |
| FUND BALANCE, Ending | - | - | - | \$140,189 |

The accompanying notes are an integral part of this schedule.